

## **Recommended ISLAND ANNEXATION PROCESS (Section 56375.3)**

For Islands 150 acres or less, that meet certain criteria (see other side for criteria)

### **Without Protest Proceedings or Elections**

#### **PREPARE TO INITIATE ISLAND ANNEXATIONS**

1. Contact LAFCO staff to discuss process, timeline and mapping requirements. Then, obtain Surveyor's Report & any required annexation area mapping from County Surveyor
2. Apply pre-zoning designation to proposal area, determine if proposal includes Williamson Act lands, prepare CEQA analysis
3. Obtain County Assessor's Report and determine which special districts to detach

#### **COMMUNITY OUTREACH**

Optional but Recommended when Appropriate

#### **FIRST PUBLIC HEARING WITH 21-DAY NOTICE**

City Council Adopts Resolution to INITIATE Annexation pursuant to Government Code Section 56375.3  
Set date for Second Public Hearing

#### **SECOND PUBLIC HEARING WITH 21-DAY NOTICE**

City Council Adopts Resolution to APPROVE Annexation

#### **FINALIZATION OF ANNEXATION BY LAFCO STAFF**

Forward Certified Resolution and other required information to LAFCO  
Annexation becomes effective on the date that LAFCO records the Certificate of Completion  
(Generally, within 7-10 days of LAFCO receiving the complete application from city)